

MADERA COUNTY
JUVENILE DETENTION OFFICER III

DEFINITION

Under direction, to assume responsibility for the care, welfare, custody, rehabilitation, and transportation of juvenile detainees in the County's Juvenile Detention Facilities; serve in a lead capacity over Juvenile Detention Officers at the I/II levels; provide training, direction and supervision in the absence of the Juvenile Detention Officer Supervisor; and perform related work as required.

SUPERVISION EXERCISED

May exercise technical and functional supervision to lower level staff.

DISTINGUISHING CHARACTERISTICS

This is the lead level in the Juvenile Detention Officer class series. Positions at this level are distinguished from the Juvenile Detention Officer II level in that the Juvenile Detention Officer II does not perform duties associated with giving lead direction to lower level staff. Additionally, positions at the III level have the authority to perform administrative and lead supervision duties in the absence, or at the direction, of the Juvenile Detention Officer Supervisor.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Plans, organizes and supervises a program of work, study and recreation for a group of delinquent or emotionally disturbed adolescents in the County's Juvenile Detention Facilities; oversees activities such as housekeeping, clothing issue, personal hygiene, meals, arts and crafts and sports; maintains good discipline and instructs detainees in gaining insight into themselves and their relationships to family, peers and adults; observes and records information on detainee behavior, attitude, appearance, interests and skills; maintains necessary logs and reports; may assist Deputy Probation Officers in the development of treatment plans for detainees; admits and releases juvenile detainees; contacts parents, Deputy Probation Officers, law enforcement personnel and others as required; supervises visitor activities; remains alert for potential problems and takes measures to reduce tension and avoid violence; participates in training programs; acts as a lead worker over lower level staff; may assist in employee reviews and performance evaluations; responds appropriately to sick calls; provides direction to lower level staff regarding departmental rules, regulations, policies and procedures; and acts as the Juvenile Detention Officer Supervisor in his/her absence.

When assigned to Transport:

Searches and restrains detainees to be transported; transports detainees to and from courts, institutions, and other facilities; supervises and secures detainees during transport; inspects and maintains vehicles as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Behavioral problems of juveniles.
Proficient knowledge of the care and custody of juvenile detainees.
Health and personal hygiene methods.
Operations, policies, functions, services and activities of the County's Juvenile Detention Facilities.
Pertinent Federal, State, and local laws, codes, and regulations.
Behavioral management and counseling techniques.
Proper firearm use and maintenance.
Proper use and application of mechanical restraints, soft restraints, and chemical agents.
Supervisory and training techniques.

Skill to:

Operate firearms and other modern law enforcement equipment.
Operate a motor vehicle safely.
Operate modern office equipment, including computer equipment.

Ability to:

Provide lead supervision and training as assigned.
Enforce the rules, regulations, policies and procedures of the Juvenile Detention Facilities.
Apply, at an advanced-level, the methods, procedures and practices used in the care, custody and detention of detainees.
Respond constructively to juvenile detainee behavioral problems and gain their cooperation when possible.
Supervise a group of juvenile detainees in work, meal and leisure time activities.
Anticipate and prevent acts of violence to persons and property.
Communicate clearly and concisely, both orally and in writing.
Prepare clear and concise log entries and reports.
Adapt quickly and effectively to emergency situations.
Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Experience:

Three (3) years of increasingly responsible work experience comparable to that of a Juvenile Detention Officer I/II with Madera County, including at least one (1) year of experience equivalent to that of a Juvenile Detention Officer II.

Training:

Equivalent to the completion of the twelfth grade supplemented by college level course work in criminology, behavioral science, social work or a related field. A Bachelor's degree is desirable.

License or Certificate:

Completion of the Corrections Standards Authority's Juvenile Institution Basic Academy.
Completion of, or ability to complete, requirements for Penal Code Section 832 with firearms and chemical weaponry training.
Possession of, or ability to obtain, a valid First Aid and Cardiopulmonary Resuscitation (CPR) certificate.
Possession of, or ability to obtain, an appropriate, valid driver's license.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, twist and climb; exposure to noise, chemicals, bodily fluids, infectious diseases and potentially hostile and violent situations; some positions may require the ability to travel to different sites and locations; availability for shift work.

Effective Date: July 2005
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